

THE AGENCY

BROOME COUNTY IDA / LDC

BROOME COUNTY INDUSTRIAL DEVELOPMENT AGENCY

May 20, 2020 12:00 p.m. The Agency Conference Room
FIVE South College Drive, Suite 201, 2nd Floor
Binghamton, New York 13905

REVISED AGENDA

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| 1. | Call to Order | J. Bernardo |
| 2. | Approve Transcript – April 15, 2020 Board Meeting | J. Bernardo |
| 3. | Public Comment | J. Bernardo |
| 4. | Executive Director's Report <ul style="list-style-type: none">• Updates• Internal Financial Report – April 30, 2020 | S. Duncan |
| 5. | Loan Activity Reports as of April 30, 2020 | T. Gray |

New Business

- | | | |
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| 6. | Resolution Authorizing a \$75,000.00 Loan Request from Bryant Heating & Air Conditioning, Inc. from the STEED Loan Fund Program to Assist it with Working Capital for use at Their Facility at 528 Old Front Street, Binghamton, NY | T. Gray |
| 7. | Resolution Authorizing a \$250,000.00 STEED Loan Fund Request from Paulus Development, LLC to Assist it with Working Capital for use at its Facility at 59 Lester Avenue, Johnson City, New York | T. Gray |
| 8. | Resolution Authorizing a \$25,000.00 Loan Request from Melissa Beers from the STEED Loan Fund Program to Assist her Business with Permanent Working Capital for use at her Facility at 11 South Broad St. in Norwich, NY | T. Gray |
| 9. | Resolution Authorizing a \$10,000.00 Loan Request from Daniel Liburdi from the STEED Loan Fund Program to Assist his Business with Permanent Working Capital for use at his Facility at 2303 North Street Endwell, NY | T. Gray |
| 10. | Resolution Authorizing a \$35,000.00 Loan Request from the Airport Inn Restaurant, LLC, from the STEED Loan Fund Program to Assist it with Working Capital for use at its Facility at 2166 Airport Road., Binghamton, NY | T. Gray |
| 11. | Resolution Authorizing the Extension of the Lease Agreement By and Between The Agency, Boscov's Department Store, LLC, The Binghamton Local Development Corporation, and the City of Binghamton Dated as of May 1, 2013, for an Additional One (1) Year Term Commencing May 1, 2020 and Terminating April 30, 2021, on the Same Terms and Conditions as set Forth Therein, including the Payment of Rent in the Amount of \$135,061.00 During the Extension Term | S. Duncan |

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| 12. | Resolution to Enter into an Agreement with Elan Planning, Design & Landscape Architecture, PLLC in Order to Initiate the Site Inventory Evaluation & Prioritization Process, a Beginning Master List of Greenfield, Vacant Lots and Potential Building Candidates for Redevelopment will be Developed | S. Duncan |
| 13. | Resolution Accepting an Application from GJS Property Group, LLC and Authorizing a Sales and Use Tax Exemption in an Amount not to Exceed \$60,000.00, Consistent with the Policies of The Agency in Connection with the Renovation of the Property and Building Located at 85 Main Street, Village of Johnson City, Broome County, New York | S. Duncan |
| 14. | Resolution Accepting an Application from Beer Tree Brew Works, Inc. and Authorizing a Sales and Use Tax Exemption in an Amount not to Exceed \$96,000.00, Consistent with the Policies of The Agency in Connection with the Renovation of Interior Space Leased to Beer Tree Brew Works, Inc. at the Former Sears Building Located Within the Oakdale Mall, 501 Reynolds Road, Village of Johnson City, Broome County, New York | S. Duncan |
| 15. | Resolution Approving an Extension of the Sales and Use Tax Exemption Letter of AOM 128 Grand Avenue Through, and Including, May 8, 2021, not to Exceed \$232,000.00 | S. Duncan |
| 16. | Resolution Approving an Extension of the June 19, 2019 Sales and Use Tax Exemption Agreement with National Pipe & Plastic, Inc., from June 19, 2019 Through, and Including June 19, 2021, of which the Total Shall not Exceed \$418,000.00 | S. Duncan |

Old Business

- | | | |
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| 17. | Adjournment | J. Bernardo |
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BOARD OF DIRECTORS

AGENDA ITEM #3: A \$10,000 loan request from Daniel Liburdi from the STEED Loan Fund Program to assist his business with permanent working capital for use at his facility at 2303 North Street Endwell, NY.

INTRODUCTION

Mr. Daniel Liburdi, a sole proprietor, dba Daniel Louis, has applied for \$10,000 in financing to assist him with operating expenses including insurance and utility costs resulting from business interruption caused by the Covid pandemic. Uses and sources are as follows:

USES OF PROJECT FUNDS

Working Capital	\$	20,000	(100.0%)
TOTAL PROJECT COST	\$	20,000	(100.0%)

SOURCES OF PROJECT FUNDS

BCIDA STEED	\$	10,000	(50.0%)
SBA EIDL	\$	10,000	(50.0%)
TOTAL PROJECT COST	\$	20,000	(100.0%)

COMPANY PROFILE

Daniel Louis (Salon), owned by Mr. Daniel Liburdi, has been in business for 27 years. Previous to this ownership Mr. Liburdi had 10 years of experience at the studio of Mary Myers and Company in Johnson City, New York. The business is located at 2303 North Street in Endwell, New York, a property that Mr. Liburdi owns out right. Daniel Louis offers traditional salon services such as haircutting, styling and coloring as well as specialized skin care services. His business, like others, was forced to shut down in March 2020 due to the COVID-19 virus. His sales, averaging over \$23,000 per month, ceased. Mr. Liburdi is requesting an emergency loan to cover fixed costs and normal operating expenses until the economy reopens.

JOB CREATION

The total current employment for Daniel Louis Salon is 4. All 4 full-time employees will be retained if the financing requested is approved.

ENVIRONMENTAL IMPACT

The applicant believes the project will not have a negative impact on the environment.

CASH AVAILABLE TO SUPPORT EXISTING AND NEW DEBT SERVICE

	FY19
Net Salary	\$ 52,000
Depreciation Expense	\$ 2,000
Net Profit	\$ 22,000
Total Cash Available for Debt Service	\$ 76,000

DEBT SERVICE REQUIREMENTS OF THE PROPOSAL

Existing M&T Bank Annual Debt Service Payments.	\$ 15,036
Existing Visions Annual Debt Service Payments	\$ 6,948
Existing Mastercard Debt Service Payments.	\$ 1,200
New BCIDA STEED Annual Debt Service Payments	\$ 2,130
TOTAL ANNUAL DEBT SERVICE PAYMENTS	\$ 25,314

RECOMMENDATION

Mr. Daniel Liburdi established Daniel Louis salon in August 1993. His business, located at 2303 North Street in Endwell, New York, has served the public for 27 years by hiring, training and employing stylists that have developed clienteles and other businesses in the triple cities area. The business offers specialized skin care services as well as hair cutting, styling, coloring and balayage color, chemical straightening and permanent waves. Although a sole proprietor, Mr. Liburdi employs three full-time professional hairstylists at his facility. His sales have been especially negatively impacted from the COVID-19 virus due to social distancing requirements. As a result of this business interruption he is requesting an emergency loan to cover operating costs until the pandemic is over. A recent credit report on Mr. Liburdi indicated a satisfactory credit history; Fair Isaac Score of 825. Also of importance, with the new emergency financing request, the current 4 full time positions will be retained within three years and the business will be able to reopen. Based on this and the information in the previous sections, the Advisory Loan Committee and I recommend a STEED financing commitment under the following terms and conditions.

Borrower: Daniel Liburdi

Loan Amount and Fund: \$10,000 from the STEED Revolving Loan Fund

Term of the Loan: 6 years with year one principal and interest waived

Loan Interest Rate: 75% of the prime rate at the time of closing

Collateral and Security for the Loan: A first security position on all business assets including but not limited to all accounts receivable, machinery and equipment, inventory and intangibles.

BOARD OF DIRECTORS

AGENDA ITEM #4: A \$35,000 loan request from the Airport Inn Restaurant, LLC, from the STEED Loan Fund Program to assist it with working capital for use at its facility at 2166 Airport Rd., Binghamton, NY.

INTRODUCTION

Mr. Travis Evans (100%) owner of the Airport Inn Restaurant, LLC has applied for \$35,000 in financing to assist him with operating expenses including payroll resulting from business interruption caused by the Covid virus. Uses and sources are as follows:

USES OF PROJECT FUNDS

Working Capital	\$	35,000	(100.0%)
TOTAL PROJECT COST	\$	35,000	(100.0%)

SOURCES OF PROJECT FUNDS

BCIDA STEED	\$	35,000	(100.0%)
TOTAL PROJECT COST	\$	35,000	(100.0%)

COMPANY PROFILE

The Airport Inn has been owned by the Evans family for 36 years. The current owner, Travis Evans, purchased the business in 2003 from his mother, who had owned the restaurant for the previous 19 years. The restaurant offers sports bar type food and is normally open full-time seven days a week. On January 28, 2019 an electrical fire devastated the original building and business. The owner spent all of 2019 rebuilding the restaurant and in March 2020 had planned a soft opening. The planned re-opening coincided with the date that the COVID-19 virus shut down all restaurants. In an effort to generate some revenue and to comply with state mandates the Airport Inn has been open for takeout orders only. Mr. Evans is in need of financial assistance to keep his business operating at reduced capacity and hours while he prepares to reopen full-time when allowed to do so by the state.

JOB CREATION

The total current employment for the Airport Inn Restaurant is 4 FTEs. All employees will be retained with the financing requested.

ENVIRONMENTAL IMPACT

The applicant believes the project will not have a negative impact on the environment.

CASH AVAILABLE TO SUPPORT EXISTING AND NEW DEBT SERVICE

	FY18
Interest Expense	\$ 3,000
Depreciation Expense	\$ 44,000
Net Profit	\$ 17,000
Total Cash Available for Debt Service	\$ 64,000

DEBT SERVICE REQUIREMENTS OF THE PROPOSAL

Existing M&T Bank Annual Debt Service Payments	\$ 19,080
Existing Bailey Annual Debt Service Payments	\$ 8,400
New BCIDA STEED Annual Debt Service Payments	\$ 7,452
TOTAL ANNUAL DEBT SERVICE PAYMENTS	\$ 34,932

RECOMMENDATION

The Airport Inn Restaurant has been owned and operated by the Evans family since 1984. The restaurant offers a typical menu for casual diners that include wings, sandwiches, pizza and wraps. The restaurant was totally destroyed in January 2019 when an electrical fire devastated the property. After a year of rebuilding and a planned reopening, the restaurant suffered another blow when the COVID-19 pandemic occurred resulting in almost total business shut down. The restaurant re-opened to reduced capacity and hours and offered takeout only in order to generate some sales. Currently the Airport Inn is in need of financing to maintain its payroll, cover operating costs and prepare to re-open full-time when permitted to do so. Importantly, a recent credit report on Travis Evans indicated a satisfactory credit history: Fair Issac Score of 766. Also of importance, with the new emergency financing request, the current 4 full time positions will be retained within three years. Based on this and the information in the previous sections, the Advisory Loan Committee and I recommend a STEED financing commitment under the following terms and conditions.

Borrower: Airport Inn Restaurant, LLC

Loan Amount and Fund: \$35,000 from the STEED Revolving Loan Fund

Term of the Loan: 6 years with year one principal and interest waived

Loan Interest Rate: 75% of the prime rate at the time of closing

Collateral and Security for the Loan: A first security position on all business assets including but not limited to all accounts receivable, machinery and equipment, inventory and intangibles. The loan would also have the personal guarantee of Travis Evans.



OFFICE OF THE MAYOR

Richard C. David, Mayor
Jared M. Kraham, Deputy
Donna Ferranti, Secretary

April 30, 2020

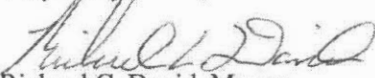
Jim Boscov, CEO
Boscov's, Inc.
4500 Perkiomen Ave.
P.O. Box 4116
Reading, PA 19606-0516

Re: Boscov's - City of Binghamton

Dear Mr. Boscov:

This letter confirms that the Lease Agreement and Parking Agreement, last dated November 1, 2019, are extended for a period of one (1) year from May 1, 2020, to April 30, 2021. The Rent for May 1, 2020, to April 30, 2021, is \$135,061 and shall be paid as required in Section 2. No "Major Replacements" are due under Section 4. The Lease Agreement will otherwise remain in full force and effect. Please execute a copy of this letter and return same to the undersigned. This extension may be executed in several counterparts. A fully executed set will be provided to all parties.

Very Truly Yours,


Richard C. David, Mayor

Boscov's Department Store, LLC

By: _____
Jim Boscov, CEO

Date: _____

Broome County Industrial Development Agency

By: _____
Stacey Duncan, Executive Director

Date: _____

Binghamton Local Development Corporation

By: _____
John Saraceno, Pres.

Date: _____

THE AGENCY – BROOME COUNTY IDA/LDC

Site Inventory Evaluation & Prioritization Initiative

Scope of Services

May 18, 2020

PHASE I:

- I. To initiate the Site Inventory Evaluation & Prioritization process, a beginning Master List of greenfield, vacant lots and potential buildings candidates for redevelopment will be developed. This will be done in partnership with The Agency staff. The Tier I evaluation process will get this list to a manageable number, followed by a Tier II evaluation conducted with much more detail. The scoring system utilized will prioritize both the Master List and the Final List.

ACTION ITEMS:

- Develop Countywide Master List of Sites/Buildings for Evaluation
 - Mix of several site categories
 - Greenfield/50 acres and greater
 - Urban Vacant Lots/Three Cities Locations
 - Urban Buildings/Three Cities Locations
 - Initial Master List Opportunities to be identified
 - 50 Greenfield
 - 25 Urban Lots
 - 25 Buildings

- II. Once the Master List of Sites/Buildings is completed, there will be two stages of evaluation. Tier I is more general and is intended to narrow the list to stronger development and redevelopment opportunities. Then Tier II evaluation gets into much more detail with a point system that will prioritize the stronger sites.

ACTION ITEMS:

- Develop Evaluation Based Comprehensive Scoring System & Criteria
 - Incorporate multiple development factors
 - Include locally/regionally identified priorities
 - Utilized to Scale List Focused on Most Viable Opportunities
 - Two Tiers of Evaluation with point based system
 - I. Simplistic to Narrow Master List (In Phase I)
 - II. Detailed for Ranking of Final List (In Phase II)

- III. Upon completion of Tier I evaluation, a final list of the stronger remaining sites and buildings will be produced. Working with The Agency staff, this final list will be reviewed and signed off on. With a finalized list, a budget will be developed for Tier II evaluation of selected sites that will be evaluated in detail resulting in Site Spec Sheets as part Phase II.

ACTION ITEMS:

- Finalize Cost Structure for Tier II Evaluation Process & data required for Spec Sheet Development
 - Based on Mix of Site Types and Complexity
 - Greenfield
 - Urban Re-Development Buildings
 - Urban Developable Vacant parcels
 - Mix and Details of the Final List Determines Phase II Cost

- IV. Once the final list is in place, the demand for engineering and architectural related supportive services will be defined. This is the last cost element directly connected to the specific sites that will define the budget for Phase II evaluation costs. This is when a final budget can be finalized and be part of the Phase II proposal.

ACTION ITEMS:

- Confirm Project Team, scope and pricing
 - Planning, Research, GIS Mapping & Data Collection
 - Economic Developer/Graphic Designer
 - Engineering Firm
 - Architectural Firm

- V. A final report will be produced that addresses the process, evaluation criteria, Tier I evaluation results and the scope of work for Phase II including Tier II evaluation data and overall cost.

ACTION ITEMS:

- Deliver Final Report
 - Project Results Outline
 - Tier I & Tier II Evaluation Criteria
 - Master List of Sites with Tier I evaluation completed
 - Tier I Evaluation Sheets and Summary
 - Define Phase II Next Steps/Summary of Final Site List
 - Phase II Budget and Project Completion Delivery Timeframe

INITIATIVE PHASE II:

- Conduct Tier II Detailed Evaluation of Final Site List
- Incorporate EPA Grant Funding
- Coordinate Team to Develop Spec Sheet Site Specific Criteria and Facts
- Develop and Deliver Prioritized Final Site List
- Develop Spec Sheet Design/Content for Final Site List
- Deliver Completed Spec Sheets for Defined Sites

Project Budget

The Agency Site Inventory Evaluation & Prioritization Initiative

Task	Team Member	LCN		AM		CK2		Total by Hours	Total by Task
	Hourly Rate	\$165		\$195		\$95			
Task 1	Coutywide Master List (Sites and Buildings)	40	\$6,600	40	\$7,800	40	\$3,800	120	\$18,200
Task 2	Scoring System (Develop and Apply)	40	\$6,600	40	\$7,800	6	\$570	86	\$14,970
Task 3	Finalize Phase II Cost Structure	12	\$1,980	12	\$2,340	0	\$0	24	\$4,320
Task 4	Confirm Project Team, Scope and Pricing	6	\$990	6	\$1,170	0	\$0	12	\$2,160
Task 5	Summary Report	24	\$3,960	24	\$4,680	16	\$1,520	64	\$10,160
	Total	122	\$20,130	122	\$23,790	62	\$5,890	306	\$49,810

LCN: Lisa Nagle, AICP, RLA

AM: Alexander 'Sandy' Mathes, Jr.

CK2: Chris Kimmerly

Project Schedule

The Agency/Broome County Site Inventory, Evaluaton & Prioritization Initiative

Task	Title	Month				
		1	2	3	4	5
1	Coutywide Master List (Sites and Buildings)	★				
2	Scoring System			★	★	
3	Finalize Phase II Cost Structure					
4	Confirm Project Team					
5	Summary Report					★



Proposed Advisory Committee Meeting